



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: CONS 18-465, **Version:** 1

DATE: July 10, 2018

TO: Mayor and City Council

FROM: City Clerk

SUBJECT

Resignation of Mr. Stephen Ochoa from the Keep Hayward Clean and Green Task Force, Effective Immediately

RECOMMENDATION

That the City Council adopts the attached resolution accepting the resignation of Mr. Stephen Ochoa from the Keep Hayward Clean and Green Task Force, effective immediately.

SUMMARY

Mr. Stephen Ochoa was appointed to the Keep Hayward Clean and Green Task Force on September 15, 2015. Mr. Ochoa's resignation becomes effective immediately per his resignation letter (Attachment III). Mr. Ochoa's vacated position will be filled as part of the annual appointment process for the City's appointed officials to Boards, Commissions and Task Forces.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Resignation Letter